# INFORMATION SHEET 9/13/2016 TRUSTEES' MEETING

ATTACHMENT: 4.4

TO: Jim Bridges, Superintendent

FOR: Board of Trustees

FROM: Mindy Maxedon, CBO

ISSUE: Updated Notices of Completion
Jefferson School Replacement & Traina Gymnasium

At our August meeting, the Board approved the Notices of Completion and Acceptance for the Jefferson School Replacement and Traina Gymnasium projects.

When we took those documents to San Joaquin County Recorder's Office for filing, we were informed they were missing information and the County Recorder was unable to accept the documents as presented. The format we used in the past was no longer correct since the Recorder's manual had been updated since the last time we filed Notices of Completion.

The modifications required were to add the parcel number (APN) of each property as well as verbiage regarding the 'nature of the interest' in the property. Our lawyer advised 'fee' is an old legal term that best describes our interest in the property.

The NOCs were modified to include these two additions. Our Board President re-signed the revised originals and they were filed at the County on Friday, August 19th. This recorded date starts the 35 day countdown for RGM to be paid their retention and provides notice to all of RGM's sub-contractors the project is considered complete.

Given the nature of the countdown and notice to subcontractors, we proceeded with getting the Board President to re-sign the documents and proceeded with filing them with the County. Waiting to re-present the documents at our next Board meeting was problematic for RGM. Our real property attorney advised the changes were not of a significant nature to require calling a special board meeting or waiting until our next regularly scheduled meeting.

The revised NOCs are attached for the Board's information. Going forward, we will verify format with the County Recorder's office prior to submitting to the board for approval.

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Steve J. Bestolarides
San Joaquin County Recorders
Paid By: SHOWN ON DOCUMENT

**Recording Requested By:**

Jefferson School District

**Return To:**

Mindy Maxedon, CBO
Jefferson School District
1219 Whispering Wind Drive
Tracy, CA 95377

# DOCUMENT TITLE

Resolution of Acceptance 2016-08-01 and
Notice of Completion Jefferson School Replacement

RESOLUTION OF ACCEPTANCE 2016-08-01
And
NOTICE OF COMPLETION
Jefferson School Replacement
By The Governing Board of
Jefferson School District
San Joaquin County

THE GOVERNING BOARD OF THE ABOVE ENTITILED SCHOOL DISTRICT, SAN JOAQUIN COUNTY, RESOLVES, AND HEREBY GIVES NOTICE THAT:
OWNER: JEFFERSON SCHOOL DISTRICT

The address of this School District is 1219 Whispering Wind Drive, Tracy, CA 95377.

The APN# is 25332018.

The Nature of the Interest or estate of the undersigned is fee.

On June 12, 2014, this District contracted with RGM and Associates, 3230 Monument Way, Concord, CA 94518 as Contractor, for work or improvement to be performed on the District's Grounds at Jefferson School, 7500 W. Linne Road, Tracy, CA 95377.

It has been certified to this Board that this work has been inspected and complies with the plans and specifications, excepted as noted on punch lists. The Contractor completed the work on July 5, 2016.

THEREFORE, IT IS RESOLVED THAT the work of improvement described above is accepted as completed, and the Clerk/secretary is directed to have filed for record a copy of this Resolution and Notice of Completion in connection with that contract.

President, Board of Trustees
Jefferson School District

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CERTIFICATE AND VERIFICATION

I hereby certify that the foregoing is a true and correct copy of a resolution and acceptance entered on the minutes of a meeting of said governing board held on August 16, 2016; and I declare under perjury that the foregoing is true and correct.

Date: 8/16/16, at (city) Tracy, CA.

President of the Governing Board of above
Entitled School District

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Steve J. Bestolarides
San Joaquin County Recorders
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**Recording Requested By:**

Jefferson School District

**Return To:**

Mindy Maxedon, CBO
Jefferson School District
1219 Whispering Wind Drive
Tracy, CA 95377

# DOCUMENT TITLE

Resolution of Acceptance 2016-08-02 and
Notice of Completion Anthony Traina School Gymnasium

RESOLUTION OF ACCEPTANCE 2016-08-02
And
NOTICE OF COMPLETION
Anthony Traina School Gymnasium
By The Governing Board of
Jefferson School District
San Joaquin County

THE GOVERNING BOARD OF THE ABOVE ENTITILED SCHOOL DISTRICT, SAN JOAQUIN COUNTY, RESOLVES, AND HEREBY GIVES NOTICE THAT:
OWNER: JEFFERSON SCHOOL DISTRICT

The address of this School District is 1219 Whispering Wind Drive, Tracy, CA 95377.

The APN # is 24402016.

The Nature of the Interest or estate of the undersigned is fee.

On November 1, 2014, this District contracted with RGM and Associates, 3230 Monument Way, Concord, CA 94518 as Contractor, for work or improvement to be performed on the District's Grounds at Traina School, 4256 Windsong Dr., Tracy, CA 95377.

It has been certified to this Board that this work has been inspected and complies with the plans and specifications, excepted as noted on punch lists. The Contractor completed the work on July 5, 2016.

THEREFORE, IT IS RESOLVED THAT the work of improvement described above is accepted as completed, and the Clerk/secretary is directed to have filed for record a copy of this Resolution and Notice of Completion in connection with that contract.

President, Board of Trustees
Jefferson School District

CERTIFICATE AND VERIFICATION

I hereby certify that the foregoing is a true and correct copy of a resolution and acceptance entered on the minutes of a meeting of said governing board held on August 16, 2016; and I declare under perjury that the foregoing is true and correct.

Date: 8/16/16, at (city) Tracy, CA.

President of the Governing Board of above
Entitled School District